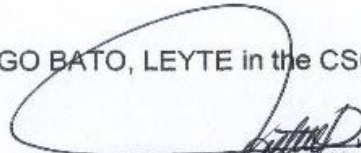


Republic of the Philippines  
**MGO BATO, LEYTE**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO BATO, LEYTE in the CSC website:

  
**MARIA JASTENE P. PAVO**  
Administrative Officer II (HRMO I)

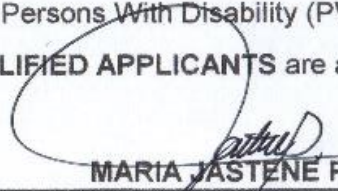
Date: August 24, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Municipal Government Department Head I (Municipal Social Welfare & Development Officer)	84	24	67,559	Bachelor's degree in Social Work	None required	3 years acquired experience in the practice of Social Work	RA 1080 (Social Worker)	N/A	Municipal Social Welfare and Development Office
	-- nothing follows --									

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than September 08, 2023.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. The Local Government Unit of Bato encourages all interested and qualified applicants and promotes equal opportunity to all, including Persons With Disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender to apply.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

  
**MARIA JASTENE P. PAVO**  
Administrative Officer II (HRMO I)  
LGU-Bato, J. Luna Street, Bato, Leyte  
[mariajastene@gmail.com](mailto:mariajastene@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**